

Term Contract 958A

STATE OF NORTH CAROLINA, DEPARTMENT OF ADMINISTRATION		
DIVISION OF PURCHASE AND CONTRACT		
116 West Jones Street, Raleigh, NC 27603-8002		
Term Contract	958A	Small Package Delivery –(State of North Carolina is joining WSCA)
Effective Dates	March 19, 2012 through March 18, 2013 (w/4 annual renewals beginning August 28, 2012)	
Bid Number	201101722	
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Last Updated	February 28, 2012	

General Information:

The State of North Carolina, Division of Purchase and Contract, is providing the accompanying contract (herein) for your review and use. While it is a convenience contract, the savings through its use is expected to be significant to your agency, institutions, and the State of North Carolina. Therefore it is expected that all State agencies, universities, community colleges, and other state entities will join P&C in using the Western States Contract Alliance (WSCA). The small package delivery service alliance carriers are United Parcel Service (UPS) and Federal Express Corporation (FED-X). A representative from these carriers should be in contact with you soon. However, the information below can help get you started and you will be receiving a mass mailing from P&C in the near future.

The use of these carriers allows the State to ship small packages to the various regions of the nation and world at much more favorable rates than the State used previously. The type of WSCA options the State has chosen is the, Multi-Carrier, No Money Back Guarantee, options. The current price list in use for these service contracts are as follows:

	UPS	FED-X
Effective Date :	8/28/2011- 8/27/2012	8/28/2011- 8/27/2012
Master Pricing Agreement:	MA065	MA 454
To set up accounts call:	Cassie Dyer (404) 828-3920 (or) Cassiedyer@ups.com	Bobby Bledsoe (800) 645-9424
	http://www.aboutwsca.org/documents/UPS_MA065_NonMBG_Rates.pdf	govt@fedex.com
	http://www.pandc.nc.gov/Documents/WSCA_State-of-North-Carolina-net-rates.xls	

The State of Utah is the lead state for this WSCA contract. Accordingly, there are also two other carriers on this WSCA contract. They are "Golden State Overnight" and "OnTrac"; however, only UPS and Fed-X are carriers for North Carolina under this term contract.

To understand more about how this contract and/or other WSCA/NASPO contracts are developed go to:
pstembler@amrms.com or call Paul Stembler at (612) 284-4316.

The Multiple National Carrier Pricing option includes:

While dual carrier rates are 3% higher than a Single National Carrier, they are less than 50% of the UPS/Fed-X standard rates formerly used.

As mentioned earlier, the State elected the "No Money Back Guarantee" (NMBG) option.

There is currently a 7% cap on fuel surcharges.

100% waiver on all pick up fees

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2011 Service Guide frozen through August 27, 2012

Annual increase based upon CPI with a 4% minimum.

While each agency will be responsible for tracking its own current spend and matching/reporting it, when employing the new WSCA alliance, P&C will also track the total spend for the state. Therefore, the exclusive use of this contract for cost effective efficiency, in shipping small packages, is encouraged.

Though the carrier in use will provide additional information to each agency, it is also advisable that each agency's shipper go to the WSCA website and review the WSCA slide presentation and price list to assure that correct pricing is being used for the specific region to which your agency may choose to ship.

The carrier or contractor is expected to provide, to each participating agency, upon request:

Monthly account activity listing all credits, charges to individual account numbers, and previous balance.

Monthly individual charge activity identifying expenses by category with current period and year to date totals.

Monthly aging analysis listing any account past due, sorted by 60, 90, and 120+ day history.

Quarterly consolidated supplier analysis by industry type and major suppliers.

The contractor will provide to the Division, at least quarterly, consolidated supplier analysis by industry type and major supplier plus a listing of all participating agencies and the number of cards issued for each.

Insurance

The insurance or carrier rates are expected to be the same as in the past. Please notify the P&C Contract Administrator of any changes noted.

Scope of Contract

The WSCA contract will be used only for official State of North Carolina Business.

Improper use of the contract must be dealt with by the agency in the same way it would handle wrongful use of any purchasing process (petty cash, local pick-up authorization, or purchase order). Improper use is a violation of G.S. 143-58.1.

Each shipment on this contract must be in compliance with the agency's policy and procedures and applicable local, state and federal laws.

The full balance is to be paid at least once a month, as specified in our contract with **both Fed-X and UPS**. Payment of interest goes against the State's Cash Management Plan. You can choose the best billing date for your accounting cycle when your agency's **account is established with the two (2) carriers**. If there is a questionable transaction on the statement, it can be coded as "disputed" (Ask your account representative for more information.).

Maintain control of your shipping program. Purchasing, accounting, and shipping/receiving must work together on a regular basis to monitor contract use and make any changes needed to assure compliance and maximum benefit of the contract. Make full use of Fed-X and UPS' reporting mechanisms as management tools.

Implementation

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The chief purchasing or fiscal officer of the requesting agency may send a letter to the P&C contract administrator notifying her/him of issues or successes with this contract as desired. Agency and contractor can then begin to plan implementation.

Amended 4/11/2012-Corrected to remove UMB adding Fed-X and UPS

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